

1996 Tau Beta Pi National Convention  
October 24-26, 1996  
Organizational Structure (Tentative)  
South Dakota Alpha Chapter

*Roger & Jim make a  
surprise  
pre-convention visit  
in March. ~ 3 days*

Arrangements Chair (Convention Management) - Matt Potts

1. Registration - organize registration for all convention attendees  
Alf Johan Grevstad
2. Hospitality - provide assistance for all convention attendees  
Steve Horner and Jeremy Johannesen
3. Office Manager - supervise headquarters area  
Matt Potts
4. Secretary/Treasurer - prepare correspondence before convention  
Dan Harms - oversee finances during convention
5. Duplication - provide on-site copying and computer capabilities  
Nathan Wiegman
6. Publicity - liaison between convention and media (newspaper/tv)  
Tricia Mohrhauser
7. Weather Coordinator - obvious duties (goat or hero)  
Aaron Podraza

Assistant Chair (Public Relations) - Bryan Roll

8. Head Table - organize seating arrangements at meals for head table  
Meeting Facilities - secure on-site facilities for all meetings  
Tracy Beckler
9. Group Photo - organize setting for group photo of all attendees  
Convention Photographer - take photos from throughout the  
Matt Seeley convention and prepare a Saturday  
evening slide show
10. Social - organize "after-hours" activities  
Scot Larson and Jed Smith
11. Souvenir - obtain and distribute souvenirs (Miner's hats)  
Bret Horgen
12. Fundraising - design and arrange for sale of convention t-shirts  
Joel Hayes
13. Guest Programs - organize activities for guests (spouses, etc.)  
Community Activities - organize activities with area attractions  
for "free-time" tours  
Tricia Mohrhauser
14. Displays - coordinate on-site display (solar car, concrete canoe,  
Bryan Roll mini-baja, Mini-Indy, etc.)

Assistant Chair (Logistics) - Darwin Gerlach

15. Initiation - organize the fall model initiation (Saturday)  
Darwin Gerlach
16. Housing - secure housing for all attendees  
Carl Osberg
17. Meals - coordinate food service  
John Wellhouse
18. Transportation (airport) - arrange for airport/hotel travel  
Transportation (group photo) - arrange for travel between hotel  
John Vogel and group photo location (perhaps  
Mt. Rushmore or Crazy Horse)
19. Banner Preparation  
Tor Oskar Ova Johnsen